



A-1
6-25-13

Board of Park Commissioners
Regular Meeting
Minutes

Tuesday, May 28, 2013
4:00 – 6:00 p.m.

Council Chambers
401 N. Morton St.

CALL TO ORDER

The meeting was called to order by Mr. Carter at 4:00 p.m.

Board Present: John Carter, Les Coyne, Joe Hoffmann, Jane St. John

Staff Present: Mick Renneisen, Judy Seigle, Bill Ream, Julie Ramey, Barb Dunbar, Kim Ecenbarger, Paula McDevitt, Becky Barrick-Higgins, Elizabeth Tompkins, Dave Williams, Greg Jacobs, Lee Huss

City Administration: Greg Small, Legal Department

Interns: Madi Shields, Madie Bruker, Alec Snelson, Blake Loudermilk

- A-1. Approval of Minutes of April 16, 2013 Meeting
- A-2. Approval of Claims Submitted April 17 – May 27, 2013
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

Ms. St. John made a motion to approve the Consent Calendar as presented. Mr. Hoffmann seconded the motion. Motion unanimously carried.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period

Mr. Carter reminded the public that the pools are now open! Be safe and have a good summer!

B-2. Bravo Award – 2011/2012 Park Ambassadors

Ms. Ecenbarger addressed the Board and stated that the May Bravo Award is being presented to the 2011/2012 Park Ambassadors. She stated that this group of volunteers was chosen for this very successful pilot program. The Park Ambassador program was first conceptualized by Mr. Renneisen in 2010 as a means of involving citizens to help keep community parks safe and well maintained for users. Over the course of several months, staff researched other Park Ambassador programs and created a program to fit the Bloomington community and department structure. Ms. Ecenbarger and Ms. Dunbar interviewed 12 candidates for seven positions and the following individuals were chosen for this new program: Richard McDaniel – Lower Cascades Park; Kristie Rundell – Broadview Park; Lori Sears – Rev. Ernest D. Butler Park; Maggie Sullivan – RCA Park; David Wierhake – Building Trades Park; Judy Woodley – Olcott Park; Mark Wroblewski – Bryan Park.

Staff appreciates the commitment of all the Park Ambassadors and thanked them for all of their efforts.

Ms. Rundell addressed the Board and stated that her role as Park Ambassador was a lot of fun and she looks forward to her continued role at Broadview Park. Ms. Woodley addressed the Board and stated that the Parks and Recreation Department does a great job and she felt good to be able to provide a small role in helping the community. Mr. Wierhake addressed the Board and offered his thanks to the Operations staff and stated that it has been a privilege to serve the community.

The Board thanked the Park Ambassadors for all of their contributions.

B-3. Parks Partner Award – None this month

B-4. Staff Recognition/Introductions – 2013 Park Ambassadors, Alec Snelson, Madi Shields, Madie Bruker, Blake Loudermilk

Ms. Dunbar addressed the Board and introduced the 2013/2014 Park Ambassadors. The Park Ambassadors serve as liaisons between the Parks and Recreation Department and park users and work closely with the Department's operations staff to share information about park maintenance and repairs. The 2013/2014 Park Ambassadors: James Koryta – Upper and Lower Cascades Park; Kristie Rundell – Broadview Park; Jennifer Wenning – Rev. Ernest D. Butler Park; Aldona Reid - RCA park; Stephen Bailey – Building Trades Park; Frank Parker – Olcott Park; Tim Mueller – Bryan Park.

Mr. Nelson introduced himself to the Board and stated that he is completing his internship this summer with Ms. Tompkins in Natural Resources and Mr. Turnbull in Sports. He is currently an undergraduate student at Indiana University working toward a degree in Outdoor Recreation and Resource Management. He plans to graduate in December 2013. He has been part of the C.O.R.E. (Conservation and Outdoor Recreation/Education) program during college and has learned a lot, especially about Leave No Trace. Mr. Nelson was also in the United States Marine Corps for four years, where he received the rank of Sergeant (E-5) and conducted two combat deployments in Fallujah, Iraq. He hopes to find employment following graduation.

Ms. Shields introduced herself to the Board and stated that she is the Health and Wellness intern this summer working with Ms. McDevitt. Originally from Johns Creek, Georgia, she is a student and member of the women's rowing team at Indiana University. Upon completion of her internship, she will graduate with a bachelor's degree in Applied Health Science with an emphasis in Community Health and a minor in Human Sexuality. During her internship she will be working on nutrition and physical activity with participants in Kid City summer camps and the Banneker Summer Food Program. She hopes to continue her education at Georgia Tech this fall in city and regional planning.

Ms. Bruker introduced herself to the Board and stated that she is an Americorps member serving in the Health/Wellness area through August 31, 2013. She graduated in May with a bachelor's degree in Applied Health Science from Indiana University. She recently completed an internship with IU Community Health where she implemented existing health programs to various populations around the city of Bloomington and Monroe County. She is also completing an internship with Hoosier Energy this summer where she will be implementing employee wellness programs and will have a role in running the website and evaluating programs that were previously offered. Upon completion of her internships she will be applying to various Master's programs hoping to be accepted into an Environmental and Occupational Health and Safety program.

C. OTHER BUSINESS

C-1. Review/Approval of Naming of Park Request

This item was tabled for a future date.

C-2. Review/Approval of Policy Changes a.) Revision of Park and Facility Special Use Policy – Policy #13040; b.) Revision of Removal/Suspension from Parks Property – Policy #2050

Ms. Barrick-Higgins addressed the Board seeking approval of changes to the Park and Facility Special Use Policy #13040. Staff is requesting the Board's approval to include the addition of an alcohol sales permit fee for groups that are requesting this as part of their events. In addition to an approved park permit application and the corresponding fees, rental groups requesting to sell beer and wine must submit a proposal to the Board of Park Commissioners. Once approved, this policy would allow staff to assess an alcohol permit fee. The current policy includes a special event permit fee of \$100/day, but if beer/wine is allowed on a case by case basis, an additional alcohol permit fee will be assessed as well. Staff proposes inserting the following language in the price schedule under Classifications of Events and Fee Schedules, Special Use Classes, part E – profit making: *Alcohol permit fee (separate application process required) is \$200 or ten percent of gross, whichever is greater (alcohol permits granted on a case by case basis and require additional paperwork and approval by the Board of Park Commissioners).*

Ms. St. John made a motion to approve the revision to the Park and Facility Special Use Policy allowing rental groups the opportunity to petition to the Board to sell beer and wine at special events. Mr. Hoffmann seconded the motion. Motion unanimously carried.

Mr. Renneisen addressed the Board seeking approval of the changes to the Administrative Policy #2050 regarding Suspension from Use of Park Property to better define the prohibited actions and behaviors and the process for removal, suspension and appeal. While reviewing policies during the most recent accreditation process, it became apparent that the Administrative Policy #2050 does not adequately define the process for removal of persons from Parks and Recreation property. The current policy encompasses primarily programmatic based activities and does not clearly outline the prohibited behaviors and actions considered for suspension from use of Park property. The proposed revision to this policy more clearly states the application of the policy, the prohibited actions or behaviors and defines the process for implementation of the policy including the appeal process.

Mr. Hoffmann stated that the word “unreasonably” should be inserted in Section 1.a.7-10 to read ...unreasonably disrupts, unreasonably interferes, unreasonable risk, etc.

Ms. St. John stated that Section 1.a.5 should be rewritten to say ...Actions or behaviors which violate the Rules and Regulations adopted by the City of Bloomington Parks and Recreation Department or City of Bloomington Parks Board *unless the appropriate permit has been obtained.*

Ms. St. John made a motion to approve the recommended changes to Administrative Policy #2050, Suspension from use of Parks Property with the recommended changes to items 5 and 7-10 in Section 1.a. Mr. Hoffman seconded the motion. Motion unanimously carried.

C-3. Review/Approval of Fee Schedule Changes

Ms. Barrick-Higgins addressed the Board seeking approval of the changes to the price schedule to include the addition of alcohol sales permit fee. In addition to an approved park permit application and the corresponding fees, rental groups requesting to serve beer and wine must submit a proposal including how the guidelines will be met before qualifying for a temporary alcohol permit. Once submitted, the Board of Park Commissioners will approve or deny all requests. If requests are approved, staff recommends an alcohol sales permit fee equal to \$200 or 10% of gross sales, whichever is greater. This fee range would be added to the Price Schedule under Miscellaneous, permit processing fees.

Ms. St. John made a motion to approve the Price Schedule changes for the Special Use Alcohol Permit. Mr. Hoffmann seconded the motion. Motion unanimously carried.

Ms. Barrick-Higgins addressed the Board seeking approval of an addition of Category B rental fee to the Price Schedule for the Banneker Community Center. She stated that there is currently a \$135 rental fee associated with renting the whole building under Category C (private use) for the Banneker Community Center. Staff would like to add a rental fee for the whole building under Category B (non-for-profit groups/Parks department affiliates) of \$75 per hour. If approved, this fee range would be added to the Price Schedule under Banneker Community Center, rental during non-operational hours, category B.

Ms. St. John made a motion to approve the Price Schedule changes for the Banneker Community Center. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-4. Review/Approval of Partnership Agreement with Downtown Bloomington Inc (DBI) for 4th of July Parade

Mr. Ream addressed the Board seeking approval of the partnership agreement with DBI for the 4th of July Parade. He stated that this is the seventh year for this partnership. The partnership allows both agencies to combine resources to provide a parade and a performance by the Bloomington Community Band for the 4th of July. The event is scheduled for Thursday, July 4 from 9 am – 11:30 am. This year’s theme is “Celebrate the Red, White and Blue” and entries, businesses, and citizens are encouraged to show their patriotism and support for America’s colors. This year’s parade route is the same as last year, starting at 7th Street and Indiana Avenue, heading west on 7th Street, turning north on Walnut Ave, then west on

8th Street, then south on College Ave. It will head down College Avenue and turn east on Kirkwood Avenue past the courthouse and end at the Sample Gates.

Ms. St. John made a motion to approve the partnership agreement with DBI for the 4th of July Parade. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-5. Review/Approval of Partnership Agreement with Ryder Film Series

Mr. Jacobs addressed the Board seeking approval of the partnership agreement with Ryder Film Series for movies in Bryan Park. Through this partnership and the contributions received from area businesses, the department is able to offer five free movies to the Bloomington community this summer. The schedule is as follows:

August 23	The Princess Bride
August 30	Bye Bye Birdie
September 6	Romancing the Stone
September 13	Rear Window
September 20	From Russia With Love

All movies begin at 9 pm. Ms. St. John made a motion to approve the partnership agreement with Ryder Film Series. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-6. Review/Approval of B-Line Encroachment Permit for McDoel Business Center LLC

Mr. Williams addressed the Board seeking approval of the B-Line encroachment permit for McDoel Business Center LLC. He stated that this request is for an elevated boardwalk connecting their facility to the B-Line Trail. He stated that staff has received a request from McDoel Business Center LLC to facilitate emergency access to their facility for public safety. The business occupies about half of the former RCA warehouse south of Grimes Lane. This encroachment allows for a wooden boardwalk, but it must connect to the nearest public way, which happens to be the B-Line Trail. He added that these encroachments will be handled on a case by case basis until a formal process can be developed. Mr. Williams added that this boardwalk is a temporary structure and may be removed at any time in the future if deemed necessary. Staff has worked with City Legal to determine that the department is protected.

The Board asked if a term limit could be placed on the encroachment.

Mr. Williams stated that a term limit could be added to the language of the agreement if that is what the board desires. He added that the goal of this encroachment is to provide more direct access to businesses in the development. Specifically interested, is a potential fitness facility that would use part of the B-Line Trail for their fitness training.

Mr. Coyne stated he would feel more comfortable if a “shelf life” of 2-3 years were added to the language of the agreement. The option to renew could be added as well.

Mr. Figg with McDoel Business Center addressed the Board and stated that a term limit to this access might put tenants in violation if their lease extends beyond the B-Line Trail access. He stated that this particular tenant has a five year lease.

Mr. Coyne stated that he feels very strongly that a term limit be placed on the encroachment not to exceed five years with the possibility of renewable and this verbiage should be added to the tenants’ lease agreements.

Ms. St. John made a motion to approve the B-Line encroachment permit for McDoel Business Center LLC with the recommended changes adding a term limit not to exceed five years. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-7. Review/Approval of Transfer of Deeds for Property from Parks Foundation

Mr. Williams addressed the Board seeking approval of the transfer of deeds for properties from the Parks Foundation. He stated that staff recently updated the list of land deeds held by the Bloomington Parks Foundation for property the

Department has maintained and managed. This was done at the request of the Parks Foundation Board in an effort to relinquish control and liability for land owned by the Parks Foundation that was intended to be transferred to the Department after potential for grant match opportunities. Staff recommends that the transfer of 12 deeds be approved as all grant match opportunities for these parcels has been exhausted.

Ms. St. John made a motion to approve the transfer of deeds from the Parks Foundation. Mr. Hoffmann seconded the motion. Motion unanimously carried.

D. REPORTS

D-1. Administration Division – Update on Parks Foundation Activities

Karin St. John, Executive Director of the Parks Foundation, addressed the Board and updated them on Foundation activities. She stated that the Foundation achieved many milestones in 2012 and focused on 12 highlights for the year:

- Internal accounting has been streamlined
- Bylaws updated
- Completed a digital mapping of 192+ acres
- Launched a web site
- Provided scholarships to Parks and Recreation programs, camps, and classes to 103 children from 75 families
- Launched the Friends of the Farmers' Market fundraising campaign
- Hosted the annual Golf Scramble which raises funds for youth scholarships – the 2013 tournament will be on August 28
- Received almost \$30,000 in donations for the Tree Fund, including \$9,000 received through the clock donors
- Hosted the grand opening for the Ferguson Dog Park with plans to continue fundraising for the park
- Received about \$28,000 in grant funds
- Increased activity in the Leadership Society
- Received a donation of a limestone sculpture which was placed at a roundabout on Tapp Road

She expressed her thanks to the Foundation Board, especially Travis Vencel and Jason Banach who have put in countless hours inventorying the Foundation's real estate and streamlining the accounting process. She also thanked the Parks staff for all of their help in supporting the Foundation and the Park Board for their support as well. In addition, Ms. St. John provided the link to the Foundation's web site: <http://bloomingtonparksfoundation.org>.

D-2. Sports Division – Update on Frank Southern Ice Arena Improvements

This item was tabled for a future date.

D-3. Operations Division – Update on Urban Forestry Activity and Emerald Ash Borer

Mr. Huss addressed the Board and provided them with an update on the Emerald Ash Borer (EAB) treatment. He stated that the insect was first discovered in North America in Detroit around 1999 and the first confirmed sighting in Bloomington was in October 2012. It has spread mostly through fire wood transportation. There are currently about 1,000 trees in Bloomington, which comprises about 6% of the tree population that staff will need to deal with. The city has not planted Ash trees in the city since about 2003 when they were used in the Miller-Showers Park plantings. Once the insect invades a tree, there is almost a 100% chance that the tree will die. The treatment options include dousing with insecticide which is not a very environmentally friendly option, injecting the trees, and cutting down the trees. There is a cost associated with every option. In response to the EAB invasion, the Tree Commission established a policy that can be found here: http://bloomington.in.gov/documents/viewDocument.php?document_id=7715 and a tree care manual. The Tree Commission and staff have been working diligently to educate the public about the issue. He added that, because of the high cost associated with treatment and removal of the trees, the city is structuring the removal of the trees and injecting some of the healthier trees. This should allow the healthier trees to remain alive so the removal of the trees can be done in stages over the next few years.

Mr. Hoffmann asked about the tulip trees that have been hit hard in the past year as well.


Mr. Huss responded that the tulip tree scale that exploded in 2012 was exacerbated by the drought in the summer of 2012. There are currently four trees on Covenant Drive that are slated for removal. He added that the rains we have received so far this year should help the tulip trees recover.

D-4. Recreation Division – No Report

ADJOURNMENT

Meeting adjourned at 5:50 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Judy Seigle".

Judy Seigle, Secretary Board of Park Commissioners